

Local Agency Conference Call Minutes

November 6, 2014

Conference Call-in Number: (866) 910-4857 Password: 768324

NO WEBEX FOR THIS CALL

Attendees: Broadwater, Cascade, Custer, Dawson, Deer Lodge, Fergus, Flathead, Gallatin, Hill, Lake, Lewis & Clark, Lincoln, Missoula, Ravalli, Sanders, Sheridan, Silver Bow, Teton, Valley, Fort Peck, N. Cheyenne, Blackfeet, Fort Belknap

State Staff: Kate Girard, Bernadette Lahr, Leah Steinle, Chris Fogelman, Kevin Moore and Glade Roos

Not In Attendance: RiverStone, Crow, CSKT, Rocky Boy

State Update/Announcements- Kate

- Certification ME coming next year- the regional office will be coming to Montana this fiscal year to do a Monitoring Evaluation with a focus area of certification integrity. They will be visiting one local agency located "far" from Helena for 1 full week, and one local to Helena for 2 full days. They will also be spending a few days in the State Office. We will provide more information as we receive it, however this is a good time to review chapter 5 and ensure your program is fully in compliance.
- Nutritionist position open until November 12, 2014- the position has been posted for several weeks and will close next week, was posted on state website, throughout Montana, via NWA and WIC Talk.
- Next WIC Futures Meeting- conference call probably first week of Dec. will invite observers, will also need to discuss potential new members.
- Will be considering the conference schedule for next year. Some feedback from this past conference suggested that people would like 1 location again so that you could all visit with one another. This is something to consider, also, may consider 1 in-person conference and then other training/updates via webinar (Fall). This could potentially save money and time. Will send out a survey to assess what all local agencies would like to see happen.
- Chris discussed the Loving Support Award of Excellence. This is open for Peer Counselor programs to apply for until December 5th. If you have been operating a Peer Counselor Program for at least one year which meets all of the core components of the FNS Loving Support Model, you may apply! Check out this website for more information <http://wicworks.nal.usda.gov/breastfeeding/excellence-award>

Over Issuance policy- Leah

- The policy on this has changed and took effect October 1st. You will see the new process on any over-issuance that would be due in December as there is a lag time between when it occurred and when you will be billed. As of December, we will expect payment from your agency in the

form of a check. There have been issues in the past with reconciling our financials when we would withdraw the money from the expenditures. In addition, since we are month to month, over-issuance cannot be done until after the 1st of the month for the previous month. This means you will see the report a little later than it used to be, however you still have the remainder of that month to investigate and discuss with Leah if you feel it is incorrect. Call Michelle Sanchez (444-3451) if you have contract questions, Corinne Kyler (444-3618) if you have financial questions, or Leah Steinle (5530) if you have over-issuance process questions

Retail updates- Leah & Glade

- Preparing new training for cashiers, will not be a DVD. This training will be more interactive and we can update as needed.
- Farm Direct had a great season, participants cashed over \$44,000 this season which is about 89% redemption. This is really fantastic and shows that the processes local agencies have put in place are really working.
- Glade visited with local retailers on a recent trip to Libby, MT and reports that they expressed appreciation of how the local agency staff have reached out and communicated well with them. This was nice to hear and is a great reminder that they really appreciate knowing their LARCS and we encourage regular communication across the state.

Review voter registration procedures- Bernadette

- This is a reminder that offering voter registration is very important. We are required to ask at each certification if a participant or adult caretaker is registered or would like to register to vote. Please have forms on-hand and be ready to assist in the process as needed.

Time Study- Bernadette

- October just ended, which was a timestudy month. Several folks did not do timestudies. This is a reminder that everyone who is paid with WIC dollars must complete the timestudy for those hours. Please contact Dick Michaelis at the help desk if you have trouble with the form (444-2740) or Bernadette Lahr (444-0909) if you have a policy question. Breastfeeding peer counselor time does NOT need to be reported on the timestudy as this money is from a different grant.

Lowfat milk issues- Chris

- Brief review of policy - We have had questions from locals and participants which have signaled to us that 1) the policy is not fully understood by all and 2) the participants are struggling with the change. Please see chapter 8 for the specific circumstances (risk codes) by which an alternate milk fat may be issued to a participant. However, remember this is a CPA determined change based on assessment, no Rx or RD approval is needed.
- Resources on talking points and handouts for participants were shared in the October 20th newsletter, they are also on the wicworks site (under Food Rule package changes). They will

also be included in the November 10th newsletter along with some additional links to resources. These may be helpful in explaining the change to participants. People seem to do better when they understand that it is simply a small difference in fat, and not the overall nutrition content of milk. In addition, childcare programs, including Headstart, and the school lunch program all serve 1% or skim milk, so parents will need to have their kids adjust to this at some point anyway.

- Other food package issues- LA discussion- no agencies had discussion topics.

Referrals and Education documentation in SPIRIT (changing options)- Kate

- Referrals- now states that they have been assessed and none needed, this should reduce number of findings for when "no referrals" were selected
- Education topics updated to match new Core criteria; also inactivated "remaining healthy and safe" (too vague); clarified "discussed growth grid" or "weight grid", please use these, we see A LOT of findings related to not documenting "discussed growth grid".

Breast Pump Policy Review- Chris

- Please review 7.3 for specifics on when pumps may be issued. Lactinas may be phasing out at some point and we will need to consider the increased cost of other multi-user pumps such as the Symphony. It is important to consider the cost of pumps and reason for issuance when you are assessing a participant for a pump. We have often seen (in charts) the wrong types of pumps issued or for the wrong reasons.
 - A pump is a medical device and is usually not the solution to a breastfeeding problem.
 - They are best used when there is separation between mom and baby (for long periods of time on a regular basis) or a temporary hurdle (poor latch, NICU, etc.).
 - Please ensure that hand pumps are used when it is an occasional separation (like discomfort nursing in public) or very short term need (engorged, over supply).
 - Please reserve single-user pumps for established, fully breastfeeding moms who will be separated from their infants and are committed to continued exclusive breastfeeding.
 - A multi-user may still be a best option at the beginning of this time period to assess whether it will work ongoing.
 - When you issue multi-user pumps, please keep close track of them and have them returned when no longer needed, this should be done before ordering more.

Special Formula Orders- review of procedures- Kate and Chris

- Please email Kate and Chris for special formulas. Until the new Nutritionist is hired and trained Kate will continue to primarily handle formula orders. Chris is back up. Mark Squires orders after we have approved, please do not skip us in order to save time (in fact, it takes more time when you do this).
- Please ensure we know specifically where it is to be shipped (mailing address of clinic), who it is in attention to, how much and what product specifically (1.5 kcal? What flavor? What form?).

By including the State ID (not name please) in the email, we can further research as needed and this is very helpful.

SPIRIT Rollout/Enhancements- Kate

- Roll out on 11/25 (will load when you login on 26th, please plan for this)
- Will fix Feb. issuance (1st-last of month)
- Hopeful to have FP 7 for pregnant and BF women, will send out info in newsletter
- Other bug fixes (risk codes, error messages) that you may not notice
- Infant fruits and vegetables will be in the next roll out, which will likely be early next year